

**POLSON RURAL FIRE DISTRICT  
BOARD MEETING MINUTES**  
AGENDA ABBREVIATED DUE TO CORONAVIRUS  
STATE OF EMERGENCY  
Declared by Governor Steve Bullock

**Fairgrounds Fire Station No. 1**

**April 15, 2020**

**6:00 p.m.**

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

**Board trustees present:** Fred Nelson, Dick Wunderlich, Ron Roberts,

**Board trustees by facetime:** R. Jack Clapp.

**Board trustee absent:** John Doty, excused.

**Staff:** Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

**Guests/Visitors:** None. (coronavirus social distance issue).

**Call to Order** – {00:23} Chair Nelson called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited. Attendance was entered into the minutes. Chair Nelson introduced the change of meeting and the April 15<sup>th</sup> agenda items. After a discussion with Chief Gieser and Trustee Clapp it was mentioned that the board meeting that was scheduled in Big Arm, although moved to Station 1, indicating more room and it will give a couple of board members an opportunity to attend the meeting by computer or Skype. The meeting for Big Arm could be moved to later in the summer. Besides it is going to be a very short meeting. The items for the meeting will be approve minutes, pay the bills and very short discussion on EMAC. Water tender #311 approve & sign contract - Heiman \$79,937.00; G3 Fire \$31,926.00

**Minutes March 18, 2020** {00:56} – **Trustee Clapp motion to approve March 15, 2020 minutes. Trustee Wunderlich second. Motion passed unanimously by voice vote.**

**Claims** {01:25} – The first batch of claims were processed April 10, 2020. The first batch was issued to avoid late fees. The checks were signed by Chair Nelson and Trustee Clapp. **Trustee Wunderlich motion to pay all the bills submitted which include batch one and two. Trustee Roberts second. Motion passed unanimously by voice vote.**

**Treasury Report** {02:35} – The report was emailed to the board. The report is attached to the minutes as an addendum. Trustee Wunderlich reviewed the report and is satisfied with the financial position of the district accounts. Trustee Clapp commented the numbers look great. Bonnie indicated the operating fund has sufficient revenue for expenditures prior to May real property tax collections.

**OLD BUSINESS:**

**SHORT DISCUSSION ON EMAC** {03:28} – Chair Nelson suggested the board make a decision regarding the department participation in the DNRC EMAC contract. Chief Gieser reported EMAC was discussed twice recently. The board needs to approve Polson Rural Fire District participation in EMAC and complete the contract. It will be the board's decision to send equipment and personnel out of state. Chief Gieser has no preference to participate or decline participation. EMAC is an opportunity for a source of revenue for the district. Trustee Wunderlich questioned wildland response

in the zone. Chief Gieser replied currently Polson Rural is setup to respond inside the zone, which includes Montana, North Dakota, South Dakota, a portion of Wyoming and the panhandle of Idaho. Trustee Clapp suggested the district complete the contract. It gives the district another option to increase revenue. Chair Nelson questioned if assignments are turned down will the district be lowered in the list. Chief Gieser replied if multiple opportunities are turned down, the district may not be called again. A water tender or tactical tender will require the least amount of manpower to staff. Trustee Roberts confirmed the assignments are fourteen days. A Type 2 water tender or Type 1 tactical tender will be the units available for contract use. The fourteen day assignment provides for the truck to remain on site and the crew members changed for an additional fourteen days if necessary. Chief Gieser plans to transport the apparatus on a flatbed rather than road miles. Lake County has the transport signed up. **Trustee Wunderlich motion to complete the EMAC contract. Trustee Roberts second. Motion passed unanimously by voice vote.**

**NEW BUSINESS:**

**APPROVE & SIGN CONTRACT FOR Wt-311 UPGRADES**

**HEIMAN \$79,937.00 AND G3 FIRE \$31,926.00 - {08:02}** – Chair Nelson introduced the agenda item to sign a contract with Heiman Fire and G3 Fire in Sioux Falls, SD for upgrades to Wt-311. Heiman and G3 is requesting a signed contract and 25 percent down payment prior to initiating the upgrades. The checks representing the 25 percent down payment were delivered when Wt-311 was dropped off in Sioux Falls, SD. The contract will be sent express mail, 1-day delivery. **Trustee Roberts motion Chair Nelson sign the contract and send express mail. Trustee Wunderlich second. Motion passed unanimously by voice vote.**

**STATION NUMBER 4 MISSION VALLEY POWER ELECTRIC BILL {09:43}** - Trustee Roberts commented the bill is excessive. Chief Gieser will review the bill and record a meter reading.

**STATION NUMBER 4 BLACKWELL INC. REGARDING FINAL PAYMENT {10:06}** - Trustee Clapp requested verification regarding the \$5,000 the district is holding for Cole Blackwell. Chief Gieser replied the amount is being held and Cole has not contacted the district.

**MAY MEETING {10:25}** – Chair Nelson advised the regular May meeting is scheduled for second Wednesday, May 13. In view of the current COVID-19, the board will review Governor Bullock's recommendation regarding re-opening. If necessary, the meeting may be moved to the third Wednesday, May 20. Trustee Wunderlich suggested Chair Nelson set the meeting date and advise the board and Bonnie. Fred suggested to plan for the meeting on Wednesday, May 13 at Station No. 1.

**ADDITIONAL BOARD BUSINESS:**

**FUEL REIMBURSEMENT CHECKS {11:18}** – Chief Gieser reported Twin Bridges Volunteer Fire Department issued a reimbursement \$500 fuel stipend check for delivery of chassis from Heiman Fire in South Dakota to Helena. Tri-Lakes Volunteer Fire Department, Helena also plans to send a reimbursement check for delivery of a booster tank. Heiman Fire initiated the delivery process. Chair Nelson asked if Gordon incurred out of pocket expense during travel. Gordon indicated the truck sleeper was utilized and food was available in the cooler. Trustee Roberts suggested a per diem offered. Gordon commented it is all in getting the project done.

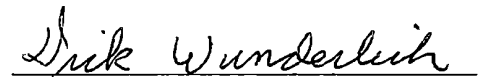
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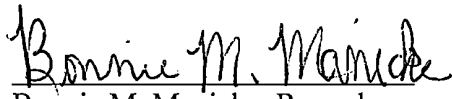
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**ADJOURN {12:46} Trustee Wunderlich motion to adjourn. Trustee Roberts second. Motion passed unanimously by voice vote.**

**ADJOURN 6:14 P.M.**

  
Fred J. Nelson, Chair

  
Dick Wunderlich Secretary-Treasurer

  
Bonnie M. Manicke, Recorder

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Treasury Report March 2020 RFB meeting 4/15/20

NOTE: Report by email NO agenda item. Enter as an addendum attachment to April 15 2020 minutes and recorded with Lake County Clerk & Recorder. Reference: COVID-19.

Month ending March 31, 2020  
PRFB April 15, 2020

TREASURY REPORT

Fund balances - Lake County Treasurer reports posted and balanced March 31, 2020 close of business.

FUND # 7245 Operating Fund . . . . .	\$ 77,347.50
FUND # 7244 Voted Levy (5 mills with sunset) . . . . .	\$ 34,149.64
FUND # 7246 Capital Improvement Fund . . . . .	\$ 39,746.18
FUND # 7243 Voted Levy Operating Fund .(transition fund) . . . . .	\$ 18.34

Check numbers 7414 -7420, both inclusive	
Represents March interim claims Batch #1	\$ 2670.45
Check numbers 7421 – 7438, both inclusive	
Represents March claims Batch #2	\$ 2150.82
 Total approved April 15, 2020	 \$4,821.27

Deposit to Fund #7246 Capital Improvement Fund:

A1-101 deposits -

3/20/20 A101-115396 Anonymous grant 1 of 3 \$75,000.00

Source Trial balance Lake County Treasurer reports 3/31/2020

7244 5 mill levy fund Real Property Taxes receivable(outstanding) at 3/31/2020 \$ 30,773.58 (second half)

7245 operating fund Real Property Taxes receivable (outstanding) at 3/31/2020 \$ 62,531.95 (second half)

Chief's Report March 2020 RFB meeting 4/15/20

NOTE: Report by email NO agenda item. Enter as an addendum attachment to April 15 2020 minutes

## **Chief's report**

### Response

1. 37226 Viewpoint Drive vehicle rollover
2. Grass fire Highway 93 and Minesinger Trail
3. Mutual aid to Finley Point Fire for trees down on Highway 35
4. Mutual aid to Finley Point Fire for a brush fire
5. Debris fire 41418 Homestead Lane
6. Trees on power lines at MM 67 Highway 93
7. Law enforcement assist 39220 Lakeview Drive
8. Vehicle accident 38220 Kerr Dam Road
9. Grass fire 35572 Ford Road
10. Ditch fire 37792 Caffrey Road
11. Fire alarm 29368 Black Bear Trail
12. Forest fire 45736 Deer Run Trail
13. Log deck on fire 33819 Fox Road
14. Mutual aid to Chief Cliff for a structure fire
15. Power pole down 42973 Eli Gap Road
16. Brush fire Buffalo Bridge
17. Grass fire 41909 Park Circle Drive
18. Vehicle accident 21439 Highway 93
19. Trailer fire 46873 Highway 93
20. Unattended burn pile 31478 Rocky Point Road
21. Mutual aid with Chief Cliff Fire for a grass fire
22. Grass fire 100 Rocky Point Road Lane
23. Debris on the roadway Highway 93 and Stoney Brook Lane

### Adminstration

Attend covid-19 meeting at the health department

Distribute N 95 masks and isolation gowns to all stations

### Repair and Maintenance

Install base radio and antenna system at Station 4

E-318 repair vent saw

Station 4 program and test overhead door remotes

Move WT-311 project from Deer Lodge, MT to Sioux Falls, SD

4/08/2020 5:46 pm Email From Chair Nelson:

After a discussion with the chief and Jack, it was mentioned that the board meeting that was suppose to be in Big Arm be moved to Station 1, because we have more room and it will give a couple of board members a chance to attend the meeting by computer or Skype.

Station 1 meeting room is bigger and spacing would be better with the problem of the virus. The meeting for Big Arm could be moved to later in the summer. Besides it is going to be a very short meeting.

The items for the meeting will be approve minutes, pay the bills and very short discussion on E-Mac.

ADDITION: Water tender #311 approve & sign contract - Heiman \$79,937.00; G3 Fire \$31,926.00. Chair Nelson approved the addition 04/09/2020.

If anyone has a concern in regards to this idea, please speak up.

ABBREVIATED AGENDA DUE TO CORONAVIRUS

Restricts group activity by order of Montana Governor Steve Bullock

AGENDA

Polson Rural Fire District Trustees Monthly Meeting

Wednesday, April 15, 2020

6:00 p.m. Regular Monthly Meeting

Station No. 1 Fairgrounds Station

25-B Regatta Rd.

Polson,, MT 59860

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Station 1 Phone 406 883 4244

\* TRUSTEES MEETING INCLUDES:

REVIEW MINUTES MARCH 18, 2020

BONNIE

REVIEW & APPROVE CLAIMS

CHIEF GIESER & BONNIE

• OLD BUSINESS

SHORT DISCUSSION EMac

CHIEF GIESER

• NEW BUSINESS

APPROVE & SIGN CONTRACT FOR Wt-311 UPGRADES -  
HEIMAN \$79,937.00 AND G3 FIRE \$31,926.00

CHAIR NELSON

ADJOURN

# 577142

POLSON RURAL FIRE BOARD OPERATING FUND #7245  
Mar 2020 interim claims approved 04/10/2020 BATCH #1

Num	Description	Memo	Category	Amount
7414	Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone (Landline) - Fairgrounds Stn.	-63.23
7415	City Of Polson	Utility Billing Acct 7304 FairgroundsStnFillSpout	316 Water Fill Spout - Fairgrounds Stn.	-61.34
7416	S First Bank Card	3/05/20 Walmart 10-reams copy paper	220 Office Supplies	-28.88
		3/03/20 Amazon new compressor duty elect mtr	201 Operating Supplies	-203.99
		3/03/20 Amazon compressor duty part	201 Operating Supplies	-38.37
		3/05/20 Active911 components 30 @\$13.00	206 Radios & Pagers, Repair	-390.00
		3/26/20 American garage doors 4-remotes Kal	209 Building Supplies (Repair&Maint)	-180.00
7417	S Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-137.59
		Location #2876820001;2876820002 {1-security light}	302 Electricity - Big Arm Station	-10.05
		Location #2400744000	315 Electricity - Fairgrounds Station	-476.13
		Location #1401370000	322 Electricity - Stn #4 36300 CaffreyRd	-462.27
7418	Providence Health & Service	Acct ID #578580 Dougherty, Matthew	505 FireFghtr Physicals	-120.00
7419	Republic Services	Acct #3-0889-0014329 Inv #0889-002577990	319 Disposal Service - Fairgrounds Stn.	-67.41
7420	S WEX Bank	Truck #318	210 Gas, Diesel, Oil	-28.81
		Truck #326	210 Gas, Diesel, Oil	-42.65
		Truck #323	210 Gas, Diesel, Oil	-25.14
		Truck #300	210 Gas, Diesel, Oil	-58.73
		Truck #310	210 Gas, Diesel, Oil	-93.08
		Truck #316	210 Gas, Diesel, Oil	-16.50
		Truck #313	210 Gas, Diesel, Oil	-11.14
		Truck #314	210 Gas, Diesel, Oil	-24.64
		Truck #301	210 Gas, Diesel, Oil	-130.50
BATCH 1 TOTAL CLAIMS				-2670.45

# 577142

POLSON RURAL FIRE BOARD OPERATING FUND #7245  
Mar 2020 claims approved 0415/2020 BATCH #2

Num	Description	Memo	Category	Amount
7421	S Davis & Brown CPAs PC	Inv#5917 3/11/20 run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-16.50
		nv#5917 3/25/20 run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-18.70
7422	S Darley	1-gauge 4.5" liquid filled com E316	211 Vehicle Repair & Maint Supplies	-96.95
		Freight charge	211 Vehicle Repair & Maint Supplies	-12.99
7423	Lorinda Freeman	Inv#5 March 2020 Fairgrounds Stn. weekly cleaning	321 Cleaning Services - Fairgrounds Stn.	-125.00
7424	Gordon Gieser	Reimburse 3 pr.-prNitrile gloves	201 Operating Supplies	-14.97
7425	S IState Truck Center	Inv#C253141939:01 panel blank, cover	211 Vehicle Repair & Maint Supplies	-3.50
		Inv#253142524:01 pipe 5" x 50	211 Vehicle Repair & Maint Supplies	-41.90
		Freight	211 Vehicle Repair & Maint Supplies	-35.00
7426	John Deere	Acct#111113-40551 1"straight Clevis	211 Vehicle Repair & Maint Supplies	-29.99
7427	Les Schwab Tire Center	Acct#91006423 LF1 trailer tire	211 Vehicle Repair & Maint Supplies	-338.98
7428	S Mission Valley Security, Inc.	Invoice #20242 monitor alarm sys 3 mo. @ \$19.00	305 Security Maint - Big Arm Station	-57.00
		Invoice #20242 monitor alarm sys 3 mo. @ \$19.00	318 Security Maint - Fairgrounds Stn	-57.00
		Invoice #20242 monitor alarm sys 3 mo. @ \$19.00	325 Security Maint - Station #4	-57.00
		Invoice #20242 Cellular Comm. fee 3 mo. @\$10.95	305 Security Maint - Big Arm Station	-32.85
		Invoice #20242 Cellular Comm. fee 3 mo. @\$10.95	325 Security Maint - Station #4	-32.85
7429	S Montana Ace Trempers	1-scrwHXW	201 Operating Supplies	-14.99
		100-fasteners	201 Operating Supplies	-3.22
7430	Montana Electronics Co., Inc.	Inv3198 1-gutter mount	206 Radios & Pagers, Repair	-6.99
7431	Montana State University	Inv#1375-15 Training Ofc Forum Martin Sago	332 Training	-69.00
7432	Out Back Toilets	Inv#6351 Toilet Rental Mar 2020 Str#4	324 -Maintenance - Station #4	-90.00
7433	S Platt	Inv#OF49835 Str#4 3-NIC SOD 18 18" standoff	206 Radios & Pagers, Repair	-135.60
		Inv#OF70606 Str#4 conduit	206 Radios & Pagers, Repair	-183.78
7434	S Polson Auto Parts, Inc.	Inv575778 Stn 4 external pipe	211 Vehicle Repair & Maint Supplies	-6.13
		Inv576358 Stn 4 fittings, seal tape	211 Vehicle Repair & Maint Supplies	-7.94
		Inv578606 E316 air, fuel, oil filters	211 Vehicle Repair & Maint Supplies	-114.16
		Inv579185 4-gladhand seal transport	211 Vehicle Repair & Maint Supplies	-1.00
7435	Sole Stone	Inv#11154 1-Henry Schein gown blue	204 Turnouts Structure & Wildland	-9.50
7436	S Stine Electronics, LLC	Inv24146 base station	206 Radios & Pagers, Repair	-130.00
		Inv24146 accessory parts	205 SCBA Equipment & Supplies	-110.00
		Inv24146 shipping	206 Radios & Pagers, Repair	-25.00
7437	Draggin' Wagon Towing, LLC	Inv#16038 Rocky Point Rd picked up tender 308	201 Operating Supplies	-225.00
7438	Eastern Fire Equipment	Inv3275718 Eng chain saw repair & shipping	211 Vehicle Repair & Maint Supplies	-47.33
BATCH #2 TOTAL CLAIMS				-2150.82